Nutrition and Food Service
Outpatient Meals
User Manual

Version 5.5

February 2005

Department of Veterans Affairs
VistA Health System Design & Development

Revision History

Date	Description
02/25/2005	Revised as per EVS review.
06/20/2005	Revised for FH*5.5*1 patch. Replaced reference of CC to ML, as per JCAHO directive. Added a new report option, Recurring Meals List by Location, to the Recurring Meals Menu section. The Bagged Meal prompt was removed from the Order/Edit Outpatient Meals option, and the bagged meal display was removed from the Review Outpatient Meal and Recurring Meal Plan Expiration List options.

Notice of Service Name Change

Pursuant to Department of Veterans Affairs VHA Directive 10-95-031, Nutrition and Food Service (N&FS) will be the official nomenclature used as the new service name for Dietetic Service in VHA central office and at VA Department of Veterans Affairs healthcare facilities.

Therefore, all supporting documentation and customer education materials will use the Nutrition and Food Service nomenclature in place of the former Dietetics Service in all contexts. The change aligns this program more closely with the nomenclature recognized by national accrediting bodies, professional organizations, and other healthcare agencies.

Introduction

The Nutrition and Food Service (N&FS) Outpatient Meals Version 5.5 software combines the existing inpatient functionality in the Dietetics V. 5.0 software with an additional module that provides the capability of entering, tracking, and reporting outpatient meals.

Nutrition and Food Service Outpatient Meals v.5.5 software provides the following:
- Electronic order entry of meals to authorized outpatients when they are kept over mealtimes.
- Enables electronic order entry of meals for other authorized users such as residents, without compensation employees and volunteers.
- Facilitates and tracks the number of meals for each Enhanced Sharing Agreement (selling of meal services), such as the Salvation Army or a Meals-on Wheels program.
- Tracking, reporting and projection features currently for Inpatients that will also include Outpatients.
- The ability to request, authorize, print, cancel, and view status of Outpatient Special Meals.
- The ability to request and print Guest Meals.
- The ability to request Recurring Meals for a regularly scheduled outpatient including a patient profile, meal status, early/late trays, tube feeding, and additional orders.
- Creates new reports and modifications of some existing Nutrition options to include Outpatient data.

Orientation

Recommended Users

The Outpatient Meals software is designed for use by designated Local Coordinators, Managers, Clerks, and Clinicians who are responsible for and provide care to VA patients.

Related Manuals

- *Nutrition and Food Service Outpatient Meals v.5.5 Release Notes*
- *Nutrition and Food Service Outpatient Meals v.5.5 Technical Manual and Security Guide*
- *Nutrition and Food Service Outpatient Meals v.5.5 Installation/Implementation Guide*
- *Nutrition and Food Service Outpatient Meals v.5.5 ADPAC/Manager Guide*

Software and Manual Retrieval

The following software and documentation files are exported as part of this Package.

File Name	Contents	Retrieval Format
FH5_5.KID	KIDS Build	ASCII
FH5_5IG.PDF	Installation Guide	BINARY
FH5_5RN.PDF	Release Notes	BINARY
FH5_5TM.PDF	Technical Manual	BINARY
FH5_5P1UM.PDF	User Manual	BINARY
FH5_5ADP.PDF	ADPAC/Manager User	BINARY

The software files are available on the following OI Field Offices' [ANONYMOUS.SOFTWARE] directories. Use the following FTP address to connect to the first available FTP server: **download.vista.med.va.gov**.

OIFO	FTP Address	Directory
Albany	ftp.fo-albany.med.va.gov	anonymous.software
Hines	ftp.fo-hines.med.va.gov	anonymous.software
Salt Lake City	ftp.fo-slc.med.va.gov	anonymous.software

VistA Intranet

Online Documentation for this product is available on the intranet at the following address: http://www.va.gov/vdl/. This address takes you to the VistA Documentation Library (VDL), which has a listing of all the clinical software manuals. Click on the Nutrition and Food Service link and it will take you to the Outpatient Meals documentation.

This link allows access to the Outpatient Meals home page by using the following address: http://vista.med.va.gov/ClinicalSpecialties/dietetics/index.htm.

Screen Displays

Before installing Outpatient Meals V. 5.5, review this section to learn the many conventions used throughout this guide.

- **Keyboard Responses**: Keys provided in boldface, within the copy, help you quickly identify what to press on your keyboard to perform an action. For example, when you see enter in the copy, press this key on your keyboard.
- **Screen Captures**: Provide "shaded" examples of what you will see on your computer screen, and possible user responses. The computer dialogue appears in Courier font.
- **Notes**: Provided within the steps, describe exceptions or special cases about the information presented. They reflect the experience of our staff, developers, and testers.

> **Note:** This *boxed* element highlights special details about the current topic.

- **Other Names**: File and field names, and Security keys provided in uppercase. For example, you may select a patient's name from the PATIENT file (#2).
- **Menu Options**: Provided in italics. For example, you may establish Electronic Signatures Codes using the Kernel Electronic Signature code Edit [XUSESIG] option.

Using Outpatient Meals

Nutrition and Food Service Outpatient Meals

The Outpatient Meals menus and options are accessible from the N&FS Manager Menu (or Dietetics Management) [FHMGR]. These menus automate and replace the manual processes for ordering individual special meals, recurring meals for VA patients and patients at non-VA facilities, and guest meals for an outpatient or a collateral/volunteer/resident . Each of the new menus has various options specialized for the type of meal being requested and approved through an authorization process that notifies the requestor via Alert Message.

The Outpatient Meals Main Menu can be accessed from the N&FS Manager Menu.

```
                DIETETIC MANAGEMENT

                   Version 5.5



        AD      Dietetic Administration ...
        CM      Clinical Management ...
        DF      Dietetic Facilities ...
        OM      Outpatient Meals ...
        SM      System Management ...
        XF      File Manager ...


   Select Dietetics Management Option: OM  Outpatient Meals
```

Option Tree

```
Outpatient Meals (FHMGROM)
 |
 |
---SM Special Meals Menu [FHOMSMGR] -------RO Request a Meal [FHOMSR]
              |
              |-----------------------------AM Authorize a Meal [FHOMSA]
              |
              |-----------------------------PM Print Meal Voucher [FHOMSP]
              |
              |-----------------------------CM Cancel a Meal [FHOMSC]
              |
              |-----------------------------MS Meal Status Report [FHOMSS]


---RM Recurring Meals Menu ----------------OD Order/Edit Outpatient Meals
       [FHOMRMGR]                             [FHOMRO]
              |
              |-----------------------------EL Early/Late Tray [FHOMRE]
              |
              |-----------------------------RO Review Outpatient Meal [FHOMRR]
              |
              |-----------------------------PP Patient Profile [FHORD9]
              |
              |-----------------------------CM Cancel Outpatient Meal [FHOMRC]
              |
              |-----------------------------AO Additional Orders [FHOMRA]
              |
              |-----------------------------TF Tubefeeding [FHOMRT]
              |
              |-----------------------------PT Recurring Meal Plan Expiration
              |                                List [FHOMRP]
             |-----------------------------RM  Recurring Meal List by Location
              |                                   [FHOMRL]
              |
              |-----------------------------IP Outpatient
              |                                Isolation/Precaution [FHOMIP]
              |
              |-----------------------------CA Cancel Additional Order [FHOMRAC]
              |
              |-----------------------------CE Cancel Early/Late Tray [FHOMREC]
              |
              |-----------------------------CT Cancel Tubefeeding [FHOMRTC]


---GM Guest Meals Menu [FHOMGMGR] ---------GM Request a Meal [FHOMGR]
            |
             |-------------------------PT Print Guest Meal List [FHOMGP]
```

SM Special Meals Menu

Special Meals menu allows you to request a "One-Time" meal for a patient. You can only enter one request for a Special Meal per mealtime per patient. There are five options included in this menu.

RO Request a Meal

This option prompts for a patient's name based on a search in the PATIENT file (#2) and NEW PERSON file (#200). If you hold the necessary Security Key a prompt appears and a ticket is printed. If you do **not** want the default diet, then you can select a diet from a list of diets specified. If you do **not** hold the Security Key, the request is sent to a pre-defined list of people for approval. Once approved, an alert will notify the requestor that a ticket can be printed. When a special meal request is made the software checks the meal window time for that selected meal, and if necessary, prompts for a late tray.

For example, if a breakfast meal is selected and it is within the breakfast meal window times, the user will be prompted to order a late tray for that meal. If it is past the breakfast meal window times, a message displays stating the meal window has passed.

Example: User has authorization key FHAUTH

    1.   Select Request a Meal option.

    2.   Select Patient

Type a patient's name and/or social security number (SSN).

    3.   Select Outpatient Ordering Location

Type the appropriate outpatient clinic location, or enter "?" for a list of locations to choose. If question is skipped, the option will exit.

    4.   Select Diet Name

Return for default diet, or type "?" for a listing of available diets for selection.

    5.   Select a Meal

Type Breakfast, Noon, or Evening or (B, N, or E) for requesting a mealtime, if question is skipped, the option will exit.

    6.   Confirm Request

Return to confirm or type "N" to exit the option.

If "Y" response and meal requested is within the time window of the requested meal, then the Meal Ticket proceeds to print.
If "Y" response and the meal requested are **not** within the time window of the requested meal, a message displays that states:

```
The breakfast window has passed for today!  Not ordered for today.


   Special meal NOT ordered!
```

7.   Print Voucher

Type "Y" to print, or type "N" for storing the order to be printed later.

8.   Device

Return for "HOME" default device, or enter a device name for a voucher to print. The printed ticket contains an electronic signature of the person authorizing the meal.

Screen captures are minimized for demonstration purposes.

```
-------------------------------------------------------------------------------
     A U T H O R I Z E D    O U T P A T I E N T    M E A L    V O U C H E R
-------------------------------------------------------------------------------


Name of Pt:  NFSpatient,One            Req Loc  :  RADIOLOGY
Start Date:  JAN 10, 2005              Requestor:  NFSprovider,One
Stop Date :  JAN 10, 2005

                                       Signature:  /es/ NFSprovider,Two

                                           Title:  TEST LAB

                                            Date:  JAN 10, 2005



Pt Authorized a:  LOW CALORIE Meal for EVENING meal time



ALTERING OR COPYING THIS MEAL VOUCHER IS PROHIBITED.


-------------------------------------------------------------------------------
In lieu of VA FORM 10-2817

Facility:  VAMC                              Jan 10, 2005 4:00:41 pm
-------------------------------------------------------------------------------
```

Example: User not having an Authorization Key and is Ordering a Late Tray

1. Select Request a Meal option

2. Select Patient

Type patient's name and/or social security number (SSN).

3. Confirm Patient

Type "Y" to confirm correct patient, or type "N" to exit the option.

4. Select Outpatient Ordering Location

Type the appropriate outpatient clinic location, or enter "?" for a list of locations to choose. If question is skipped, the option will exit.

5. Select Diet Name

Return for default diet or enter "?" for listing of available diets for selection.

6. Select a Meal

Type Breakfast, Noon or Evening or (B, N, or E) for requesting mealtime, if question is skipped, the option will exit.

7. Confirm Request

Return to confirm (Yes), or type "N" to exit the option.

If "Y" response and meal requested is within the time window of the requested meal, then the meal is requested.

8. `Select to order a late tray for today (If meal requested is **not** within the time window).

Return to confirm (Yes), or type "N" to exit the option.

If "Y" response and meal requested is **not** within the time window of the requested meal, a message appears that states:

```
The breakfast window has passed for today!   Not ordered for today.

   Special meal NOT ordered!
```

9. Select time

Select a time from the list provided. Example: (1=9:00A 2=10:00A 3=10:45A).

10. Select bagged meal

Return to confirm (Yes), or type "N" for a bagged meal.

```
Once approved, an alert will notify the requestor that the meal has
been approved.
```

AM Authorize a Meal

To authorize a meal select from a list of requests for meals and select one, multiples, or all for authorization. If the meal is authorized a Message Alert is sent to requestor to print a meal ticket with electronic signature of authorizer. If request is denied, authorizer must enter reason for denial and then a Message Alert is sent to requestor with electronic signature of authorizer and a print option will **not** appear.

Example: User has the authorization key FHAUTH

    1.   Select Authorize a Meal option

    2.   Select Which Meal (s)

Select the number corresponding to the patient (s) for approval or denial.

    3.   Authorize or Deny?

Return for "A" approved, or type "D" for denied request.
If approved –the next prompt displays
If denied –enter a free text reason for the denial.

    4.   Are you sure?

Return for "Y" or type "N" the system will exit option.
If "Y" response, a message alert will be sent back to the requestor stating one of the following messages:

```
SPECIAL MEAL FOR NFSPatient,Two HAS BEEN AUTHORIZED BY NFS
Provider,Two.

SPECIAL MEAL FOR NFSPatient,Three HAS BEEN DENIED BY NFS
Provider,Three.
```

    5.   Enter your Current Signature Code

PM Print Meal Ticket

This option allows printing a list of requested and authorized meals. Select one, multiples, or all meal tickets to be printed. Only the authorized meals will print and contain the electronic signature of the authorizing person for the meals.

Example: Printing a Meal Voucher

1. Select Print a Meal Voucher option

A list of patients' from the Special Meals Status Report displays.

2. Select meals to print

Type the number corresponding to the patient (s) to print their meal voucher.

3. Confirm meals to print

Return to confirm ("Y"), or type No ("N") to exit the option.

4. Select Device

Return for "HOME" default device, or enter a device name for a ticket to print. The printed voucher contains an electronic signature of the person authorizing the meal.

```
--------------------------------------------------------------------------
      A U T H O R I Z E D   O U T P A T I E N T   M E A L   V O U C H E R
--------------------------------------------------------------------------


Name of Pt: NFSpatient,One            Req Loc  :  RADIOLOGY
Start Date: NOV 30, 2004              Requestor: NFSprovider,One
Stop Date : NOV 30, 2004


                                      Signature: /es/NFSprovider,One

                                          Title: TEST LAB

                                           Date: NOV 30, 2004


Pt Authorized a:  CALCIUM RESTRICTED  Meal for BREAKFAST meal time


ALTERING OR COPYING THIS MEAL VOUCHER IS PROHIBITED.




--------------------------------------------------------------------------
In lieu of VA FORM 10-2817

Facility:  VAMC                              Nov 30, 2004 2:13:01 am
```

CM Cancel a Meal

This option provides a list of requested meals for a patient within. You can select a meal (s) that needs to be cancelled.

Example: Canceling a Meal

1.   Select: Cancel a Meal option

A list of patients' from the Special Meals Status Report displays.

2.   Select a meal (s) to cancel

Select the number corresponding to the patient (s) to cancel the meal.

3.   Confirm the number corresponding to the patient (s) to cancel the meal.

Return to confirm ("Y"), or type No ("N") to exit the option.

```
              S P E C I A L    M E A L S    S T A T U S    R E P O R T


   #      Name                Date/Time      Location    Diet Ordered  Meal   Status
  ===  ==================  ============  ==========  ============  ==== =========
   1   NFSpatient,One      Nov 30, 2004  HOSPICE     CALCIUM REST  B    AUTHORIZED
   2   NFSpatient,Two      Nov 30, 2004  PROSTHETIC  CALCIUM REST  B    AUTHORIZED
   3   NFSpatient,Three    Nov 30, 2004  RADIOLOGY   CALCIUM REST  B    AUTHORIZED

  Cancel Which Meal(s)?:  (1-3): 1

  Are you sure? Y// <RET> ES  ... done
```

MS Meal Status Report

This option provides a list of all meals requested for a day or within a date range for a specified patient. Each meal listed provides the patient's name, date, location, diet ordered, type of meal (breakfast, noon, evening), and the meal status code informing the requestor the status of the meal requested.

Example: Special Meals Status Report for One Day

1. Select Meal Status Report option

2. Select Start Date

Type "T" for today's date for a list of Requested Special Meals for today, or enter the beginning date of the report.

3. Select End Date

Type "T" for today's date for a list of Requested Special Meals for today, or enter the ending date of the report.

4. Device

Return for "HOME" default device, or type a device name for the report to print.

```
              S P E C I A L    M E A L S    S T A T U S    R E P O R T


 #      Name               Date/Time      Location   Diet Ordered  Meal   Status
 ===  ==================  ============  ==========  ============  ==== =========
 1    NFSpatient,One      Nov 30, 2004  HOSPICE     CALCIUM REST   B    CANCELLED
 2    NFSpatient,Two      Nov 30, 2004  PROSTHETIC  CALCIUM REST   B    CANCELLED
 3    NFSpatient,Three    Nov 30, 2004  RADIOLOGY   CALCIUM REST   B    AUTHORIZED
```

Recurring Meals Menu

This menu provides options to order and edit outpatient meals, manage early/late trays, additional orders, tube feedings, and isolation/precautions. The options allow for orders to be placed for multiple days on both VA outpatients and non-VA outpatient meal recipients.

OD Order/Edit Outpatient Meals

This option allows the ordering of recurring outpatient meals or editing an existing meal. In this option if the patient **does not have** an existing recurring meal request, the option will continue through the order process. If the patient **does have** an existing outpatient diet order, the option displays the existing diet order by date.

Example: New Outpatient Meals Order

1.   Select Order/Edit Outpatient Meals option

2.   Select Patient

Type patient's name and/or social security number (SSN).

3.   Select Outpatient Ordering Location

Type the appropriate outpatient clinic location, or enter "?" for a list of locations to choose. If question is skipped, the option will exit.

```
Select Outpatient Ordering Location: SBK TRAY LOCATION
```

4.   Select Diet Name

Type diet name or enter "?" for a list of diets to choose. If question is skipped, the option will exit.

```
Select DIET NAME: VEGETARIAN// ?
 Answer with DIETS NAME, or SYNONYM, or ALTERNATE NAME
 Do you want the entire DIETS List? Y  (Yes)
   Choose from:
   1800 CAL DIABETIC
   FAT RESTRICTED
   HIGH FIBER
   NO ADDED SALT
   VEGETARIAN

Select DIET NAME: VEGETARIAN// <RET> NO
     1   NO ADDED SALT
     2   NO MEAT  VEGETARIAN
CHOOSE 1-2: 1  NO ADDED SALT
```

5.   Select Start Date

Type "T" for today's date, or enter the beginning date of the report.

```
Select Start Date: T  DEC 21, 2004
```

6.   Select End Date

Type "T" for today's date or enter the ending date of the report.

```
Select End Date: T+7  DEC 28, 2004
```

7.   Select Days of the Week the Outpatient will Require Recurring Meals

```
        Mon  Tues  Wed  Thur  Fri  Sat  Sun
         M    T    W    R     F    S    X

Enter string of characters for desired days of week: e.g., MWF

Select Days of Week: TRS
```

8.   Select Meal

Enter Breakfast, Noon or Evening or (B, N, E) for requesting a mealtime, if you skip this prompt, you will exit the option.

```
Select MEAL: Noon
```

9.   Confirm Order

Enter <**RET**> (Yes) or enter "N" the system will exit option.

```
Is this correct?: Y// <RET> ES

   Recurring meal ordered for NFSOutpatient,Five...
```

Example: Editing Outpatient Meals Order

1.   Select Order/Edit Outpatient Meals option

2.   Select Patient

Type patient's name and/or social security number (SSN).

3.   Confirm Patient

Type "Y" to confirm correct patient, or type "N" to exit the option.
            If "Y" response a message displays the following:

```
This person has an existing outpatient diet order.
```

4.   Edit the existing diet or order another one (E/O)

Type Edit (E) to edit the existing diet or "O" to order another one (E/O)

```
                    Edit the existing diet or order another one:  (E/O): Edit
```

Continue entering data for the prompts as displayed for the New Outpatients Meals Order example on previous pages.

EL Early/Late Tray

This option allows ordering of an early or late tray for an outpatient recurring meal. A series of trays, for specified days of the week, may also be ordered in the case of patients on chemotherapy or radiation therapy needing early or late trays on a consistent basis.

Example: Order Early Late Tray

1.   Select Early/Late Tray option

2.   Select Patient

Type patient's name and/or social security number (SSN).

3.   Confirm Patient

Type "Y" to confirm correct patient, or type "N" to exit the option.

4.   Type Start Date

Type "T" for today or enter the beginning date of the report.

```
                  R E C U R R I N G   M E A L   D I S P L A Y

   OUTPATIENT NAME: NFSpatient,Twelve    000-00-9999                     M Age 59

                             Ordering    Service
   #    Date/Time            Location    Point        Meal Bag  Diet Ordered   Status
  ==    ==================   ==========  ==========   ==== ===  ============   ======

   1    Fri - Nov 05, 2004   DIGESTIVE   REMOTE CA     B    N   LOW CALORIE
   2    Fri - Nov 05, 2004   RADIOLOGY   REMOTE CA     N    N   LOW CALORIE
   3    Mon - Nov 08, 2004   DIGESTIVE   REMOTE CA     N    Y   LOW CALORIE
   4    Wed - Nov 10, 2004   DIGESTIVE   REMOTE CA     N    Y   LOW CALORIE
   5    Thu - Nov 11, 2004   DIGESTIVE   REMOTE CA     B    N   LOW CALORIE
   6    Thu - Nov 11, 2004   DIGESTIVE   REMOTE CA     E    N   LOW CALORIE
   7    Fri - Nov 12, 2004   DIGESTIVE   REMOTE CA     B    N   LOW CALORIE
   8    Fri - Nov 12, 2004   DIGESTIVE   REMOTE CA     N    Y   LOW CALORIE
   9    Thu - Nov 18, 2004   DIGESTIVE   REMOTE CA     B    N   LOW CALORIE
  10    Thu - Nov 18, 2004   DIGESTIVE   REMOTE CA     E    N   LOW CALORIE
  11    Fri - Nov 19, 2004   DIGESTIVE   REMOTE CA     B    N   LOW CALORIE
  12    Thu - Nov 25, 2004   DIGESTIVE   REMOTE CA     B    N   LOW CALORIE
  13    Thu - Nov 25, 2004   DIGESTIVE   REMOTE CA     E    N   LOW CALORIE
  14    Fri - Nov 26, 2004   DIGESTIVE   REMOTE CA     B    N   LOW CALORIE
  15    Thu - Dec 02, 2004   DIGESTIVE   REMOTE CA     B    N   LOW CALORIE
```

5.   Select Early/Late Tray

Type the corresponding line number of the tray (s) that needs to be ordered.

```
Early/Late Tray For Which Order? 5
DEC 31, 2004
```

6.   Early or Late Tray

Enter "E" for Early or "L" for Late meal being requested.

```
Early or Late (E or L)? LATE

Select Time: ( 1=9:00A 2=10:00A 3=10:45A ) 3
```

7.   Select Bagged Meal

Type "Y" for the outpatient to receive a bagged meal, or type "N" to for a regular meal.

```
Bagged Meal? N// <RET> o

   Early/Late tray ordered for NFSpatient,Twelve...
```

RO Review Outpatient Meal

This option allows the display and review of recurring outpatient meals.

Example: Review Outpatient Meal

1.   Select Review Outpatient Meal option

2.   Select Patient

Type patient's name and/or social security number (SSN).

3.   Confirm Patient

Type "Y" to confirm correct patient, or type "N" to exit the option.

4.   Select start date

Enter "T" for today's date or a future date for meals to start.

5.   Select end Date

Enter an ending date for the meals to stop.

6.   Select Device

Return for "HOME" default device, or enter a device name to print the Recurring Meals Display.

```
              R E C U R R I N G   M E A L   D I S P L A Y

  OUTPATIENT NAME: NFSoutpatient,Ten   000-00-5590              M Age 50

                      Ordering   Service
  #         Date/Time    Location  Point      Meal       Diet Ordered  Status
 === ================== ========== ========== ====      ============  ======
  1   Thu - Dec 02, 2004  NON-VA SOL  HOSPITAL     B          LOW CALCIUM
  2   Sat - Dec 04, 2004  NON-VA SOL  HOSPITAL     B          LOW CALCIUM
  3   Tue - Dec 07, 2004  NON-VA SOL  HOSPITAL     B          LOW CALCIUM
  4   Thu - Dec 09, 2004  NON-VA SOL  HOSPITAL     B          LOW CALCIUM
  5   Sat - Dec 11, 2004  NON-VA SOL  HOSPITAL     B          LOW CALCIUM
  6   Tue - Dec 14, 2004  NON-VA SOL  HOSPITAL     B          LOW CALCIUM
  7   Thu - Dec 16, 2004  NON-VA SOL  HOSPITAL     B          LOW CALCIUM
  8   Sat - Dec 18, 2004  NON-VA SOL  HOSPITAL     B          LOW CALCIUM
```

```
   9    Tue - Dec 21, 2004  NON-VA SOL  HOSPITAL       B           LOW CALCIUM
  10    Thu - Dec 23, 2004  NON-VA SOL  HOSPITAL       B           LOW CALCIUM
  11    Sat - Dec 25, 2004  NON-VA SOL  HOSPITAL       B           LOW CALCIUM
  12    Tue - Dec 28, 2004  NON-VA SOL  HOSPITAL       B           LOW CALCIUM
  13    Thu - Dec 30, 2004  NON-VA SOL  HOSPITAL       B           LOW CALCIUM
  …
```

PP Patient Profile

This existing option includes Outpatient Meals and produces a comprehensive display of the requested
meals for a patient for a specified date range and data associated with a patient's admission. It includes
diet orders, active or saved consults, early/late tray requests for the next 72 hours, standing orders, tube
feedings, supplemental feedings, etc.

Example: Patient Profile

1.   Select Patient Profile option

2.   Select Patient

Type patient's name and/or social security number (SSN).

3.   Confirm Patient

Type "Y" to confirm correct patient, or type "N" to exit the option.

4.   Select Device

Return for "HOME" default device, or enter a device name to print the Recurring Meals Display.

```
OUTPATIENT NAME: NFSpatient,Ten    000-00-9999                      M Age 59

Allergies: TOMATO

Food Preferences Currently on file:

                 Likes

1 PEACHES

1 CHOCOLATE

Isolation/Precaution type is PROTECTIVE

Recurring Meals on File:

     R E C U R R I N G   M E A L   D I S P L A Y

   OUTPATIENT NAME: NFSpatient,Seven   000-00-9999                      M Age 59


                        Ordering    Service
  #          Date/Time        Location    Point        Meal Bag  Diet Ordered   Status

 ===  ==================  ==========  ==========  ==== ===  ============  ======

   1    Fri - Nov 05, 2004  DIGESTIVE   REMOTE CA    B    N    LOW CALORIE
   2    Fri - Nov 05, 2004  RADIOLOGY   REMOTE CA    N    N    LOW CALORIE
   3    Mon - Nov 08, 2004  DIGESTIVE   REMOTE CA    N    Y    LOW CALORIE
   4    Wed - Nov 10, 2004  DIGESTIVE   REMOTE CA    N    Y    LOW CALORIE
   5    Thu - Nov 11, 2004  DIGESTIVE   REMOTE CA    B    N    LOW CALORIE
   6    Thu - Nov 11, 2004  DIGESTIVE   REMOTE CA    E    N    LOW CALORIE
   7    Fri - Nov 12, 2004  DIGESTIVE   REMOTE CA    B    N    LOW CALORIE
   8    Fri - Nov 12, 2004  DIGESTIVE   REMOTE CA    N    Y    LOW CALORIE
```

CM Cancel Outpatient Meal

This option provides a list of requested meals for a patient within a specified date range. The requestor can select a meal (s) that need to be cancelled.

Example: Cancel Outpatient Meals

1. Select Cancel Outpatient Meal option

2. Select Patient

Type patient's name and/or social security number (SSN).

3. Confirm Patient

Type "Y" to confirm correct patient, or type "N" to exit the option.

4. Select Device

Return for "HOME" default device, or enter a device name to print the Recurring Meals Display.

5. Select start date

Enter "T" for today's date or a future date for meals to start.

```
                  R E C U R R I N G   M E A L   D I S P L A Y

   OUTPATIENT NAME: NFSpatient,Ten    000-00-9999                    M Age 59

                         Ordering   Service
    #        Date/Time             Location Point  Meal Bag  Diet Ordered   Status

  ===  ==================  ==========  ==========  ==== ===  ============  ======

    1   Fri - Nov 05, 2004  DIGESTIVE   REMOTE CA    B    N    LOW CALORIE
    2   Fri - Nov 05, 2004  RADIOLOGY   REMOTE CA    N    N    LOW CALORIE
    3   Mon - Nov 08, 2004  DIGESTIVE   REMOTE CA    N    Y    LOW CALORIE
    4   Wed - Nov 10, 2004  DIGESTIVE   REMOTE CA    N    Y    LOW CALORIE
    5   Thu - Nov 11, 2004  DIGESTIVE   REMOTE CA    B    N    LOW CALORIE
    6   Thu - Nov 11, 2004  DIGESTIVE   REMOTE CA    E    N    LOW CALORIE
    7   Fri - Nov 12, 2004  DIGESTIVE   REMOTE CA    B    N    LOW CALORIE
    8   Fri - Nov 12, 2004  DIGESTIVE   REMOTE CA    N    Y    LOW CALORIE
    9   Thu - Nov 18, 2004  DIGESTIVE   REMOTE CA    B    N    LOW CALORIE
   10   Thu - Nov 18, 2004  DIGESTIVE   REMOTE CA    E    N    LOW CALORIE
   11   Fri - Nov 19, 2004  DIGESTIVE   REMOTE CA    B    N    LOW CALORIE
   12   Thu - Nov 25, 2004  DIGESTIVE   REMOTE CA    B    N    LOW CALORIE
   13   Thu - Nov 25, 2004  DIGESTIVE   REMOTE CA    E    N    LOW CALORIE
   14   Fri - Nov 26, 2004  DIGESTIVE   REMOTE CA    B    N    LOW CALORIE
   15   Thu - Dec 02, 2004  DIGESTIVE   REMOTE CA    B    N    LOW CALORIE
   16   Thu - Dec 02, 2004  DIGESTIVE   REMOTE CA    E    N    LOW CALORIE
   17   Fri - Dec 03, 2004  DIGESTIVE   REMOTE CA    B    N    LOW CALORIE
```

6. Cancel Order

Type the corresponding line number of the diet orders to cancel.

```
Cancel which order (or ALL)? 15,17
```

7. Confirm Order

Enter <**RET**> (Yes) or enter "N" the option will exit and the additional order is not requested.

```
Are you sure? Y// <RET> ES  ... done
```

AO Additional Orders

This option allows the entry of an additional order for a patient. This option is a free-text entry used for all miscellaneous or unusual orders. Use this option to order supplemental feedings, test orders requiring unusual diets, or unusual or difficult diets.

Example: Additional Orders

1.   Select Additional Orders option

2.   Select Patient

Type patient's name and/or social security number (SSN).

3.   Confirm Patient

Type "Y" to confirm correct patient, or type "N" to exit the option.

4.   Select Device

Return for "HOME" default device, or enter a device name to print the Recurring Meals Display.

5.   Select start date

Enter "T" for today's date or a future date for meals to start.

```
              R E C U R R I N G   M E A L   D I S P L A Y

   OUTPATIENT NAME: NFSpatient,Ten     000-00-9999                      M Age 59

                           Ordering    Service
   #    Date/Time          Location    Point       Meal Bag  Diet Ordered  Status

  ===  ==================  ==========  ==========  ==== ===  ============  ======

   1   Fri - Nov 05, 2004  DIGESTIVE   REMOTE CA    B    N   LOW CALORIE
   2   Fri - Nov 05, 2004  RADIOLOGY   REMOTE CA    N    N   LOW CALORIE
   3   Mon - Nov 08, 2004  DIGESTIVE   REMOTE CA    N    Y   LOW CALORIE
   4   Wed - Nov 10, 2004  DIGESTIVE   REMOTE CA    N    Y   LOW CALORIE
   5   Thu - Nov 11, 2004  DIGESTIVE   REMOTE CA    B    N   LOW CALORIE
   6   Thu - Nov 11, 2004  DIGESTIVE   REMOTE CA    E    N   LOW CALORIE
   7   Fri - Nov 12, 2004  DIGESTIVE   REMOTE CA    B    N   LOW CALORIE
   8   Fri - Nov 12, 2004  DIGESTIVE   REMOTE CA    N    Y   LOW CALORIE
   9   Thu - Nov 18, 2004  DIGESTIVE   REMOTE CA    B    N   LOW CALORIE
  10   Thu - Nov 18, 2004  DIGESTIVE   REMOTE CA    E    N   LOW CALORIE
  11   Fri - Nov 19, 2004  DIGESTIVE   REMOTE CA    B    N   LOW CALORIE
  12   Thu - Nov 25, 2004  DIGESTIVE   REMOTE CA    B    N   LOW CALORIE
  13   Thu - Nov 25, 2004  DIGESTIVE   REMOTE CA    E    N   LOW CALORIE
  14   Fri - Nov 26, 2004  DIGESTIVE   REMOTE CA    B    N   LOW CALORIE
  15   Thu - Dec 02, 2004  DIGESTIVE   REMOTE CA    B    N   LOW CALORIE       C
```

5.   Select Order

Type the corresponding line number of the diet order that needs additional items.

```
Select Order(s):  (1-17): 1,5,8,11

Additional Order: STRAWBERRIES
```

6.   Confirm

Enter <**RET**> (Yes) or enter "N" the system will exit option and the additional order is not requested.

```
Is this correct?: Y//<RET> ES


   Additional order ordered for NFSpatient,Ten...
```

TF Tube Feeding

This option allows the ordering of tube feeding for a patient. This tube feeding option accepts single, as well as multiple products, strength, and quantities.

Example: Tube Feeding

1.   Select Tube Feeding option

2.   Select Patient

Type patient's name and/or social security number (SSN).

3.   Confirm Patient

Type "Y" to confirm correct patient, or type "N" to exit the option.

4.   Select Device

Return for "HOME" default device, or enter a device name to print the Recurring Meals Display.

5.   Select start date

Enter "T" for today's date or a future date for meals to start.

```
                R E C U R R I N G   M E A L   D I S P L A Y

   OUTPATIENT NAME: NFSpatient,Ten    000-00-9999                    M Age 59

                            Ordering   Service
    #   Date/Time           Location   Point      Meal Bag  Diet Ordered   Status

   === ================== ========== ========== ==== === ============ ======

    1   Fri - Nov 05, 2004  DIGESTIVE   REMOTE CA    B    N   LOW CALORIE
          Additional Orders: STRAWBERRIES
    2   Fri - Nov 05, 2004  RADIOLOGY   REMOTE CA    N    N   LOW CALORIE
    3   Mon - Nov 08, 2004  DIGESTIVE   REMOTE CA    N    Y   LOW CALORIE
    4   Wed - Nov 10, 2004  DIGESTIVE   REMOTE CA    N    Y   LOW CALORIE
    5   Thu - Nov 11, 2004  DIGESTIVE   REMOTE CA    B    N   LOW CALORIE
          Additional Orders: STRAWBERRIES
    6   Thu - Nov 11, 2004  DIGESTIVE   REMOTE CA    E    N   LOW CALORIE
    7   Fri - Nov 12, 2004  DIGESTIVE   REMOTE CA    B    N   LOW CALORIE
    8   Fri - Nov 12, 2004  DIGESTIVE   REMOTE CA    N    Y   LOW CALORIE
          Additional Orders: STRAWBERRIES
    9   Thu - Nov 18, 2004  DIGESTIVE   REMOTE CA    B    N   LOW CALORIE
   10   Thu - Nov 18, 2004  DIGESTIVE   REMOTE CA    E    N   LOW CALORIE
   11   Fri - Nov 19, 2004  DIGESTIVE   REMOTE CA    B    N   LOW CALORIE
          Additional Orders: STRAWBERRIES
   12   Thu - Nov 25, 2004  DIGESTIVE   REMOTE CA    B    N   LOW CALORIE
   13   Thu - Nov 25, 2004  DIGESTIVE   REMOTE CA    E    N   LOW CALORIE
   14   Fri - Nov 26, 2004  DIGESTIVE   REMOTE CA    B    N   LOW CALORIE
   15   Thu - Dec 02, 2004  DIGESTIVE   REMOTE CA    B    N   LOW CALORIE      C
   16   Thu - Dec 02, 2004  DIGESTIVE   REMOTE CA    E    N   LOW CALORIE
```

6.   Select Order

Type the corresponding line number of the diet order that needs tube feeding added.

```
Select Order(s):   (1-17): 16
```

7.   Select Tube feeding Product

Type tube feeding product or enter "??" for a list of products to choose.

```
Select Tubefeeding Product: ?
    Answer with TUBEFEEDING NAME, or SYNONYM
   Choose from:
   AMIN-AID
   CRITICARE H (WASH, HINES, SEA)
   ENSURE PLUS(AL,BA,BH,CN,SY)
   HEPATIC AID (WASH, HINES, SEA)
   MAGNACAL
   OSMOLITE HN
   RTH TEST
   SUSTACAL
   SUSTACAL PLUS
   TRAUMACAL      (** Inactive **)

Select Tubefeeding Product: SUSTA
     1    SUSTACAL
     2    SUSTACAL PLUS
CHOOSE 1-2: 2   SUSTACAL PLUS
     Product SUSTACAL PLUS added
```

8.   Confirm Tube Feeding Product Selected

Return to confirm or select another product.

```
Product: SUSTACAL PLUS// <RET>
```

9.   Select Strength

Type product strength.

```
Strength: (1=1/4, 2=1/2, 3=3/4, 4=FULL): 4// 2
```

10.   Select Quantity

Type the quantity or "??" for a listing of available selections.

```
Enter quantity as 2000 K, 100 ML/HOUR, 8 OZ/TID, 500 ML/HR X 16, 20 GRAMS/DAY,
etc.
Quantity: ??

Units may be K for Kcals, ML for ML's, O for oz. or U for units (e.g., cans)
Frequency may be DAY, HOUR, QD, QH, BID, TID, QID, Q2H, Q3H, Q4H or Q6H
May also input 100ML/HR X 16 for 16 hours or 100ML/Q3H X 6F for 6 feedings.
When feeding is specified, it is taken into account other than the predetermined
 frequency interval.
If Frequency is ordered per day, the Total ML is always the Units ordered.
Valid quantity for powder form product can be "# GRAMS" as 20 G, GRAMS
or GMS or as 1 PKG or 1 U and the frequency (e.g.,20 GRAMS/DAY, 1 PKG/TID).

Enter quantity as 2000 K, 100 ML/HOUR, 8 OZ/TID, 500 ML/HR X 16, 20 GRAMS/DAY,
etc.
Quantity: 2000 K
```

```
Quantity: 2000 KCAL per Day  -- Total: 2667 ML
```

11.   Enter/Edit another tube feeding product

Type "Y" to enter/edit another tube feeding product or "N" to continue.

```
Enter/Edit another Tubefeeding product ? N// <RET>

Product: SUSTACAL PLUS, 1/2, 2000 KCAL per Day

Total Kcal: 2001                    Total Quantity: 2667

Tubefeeding Comment: TEST Please give Sally the supplements for the patients.
```

12.   Confirm Order

Enter <RET> (Yes) or enter "N" the system will exit option and the tube feeding is not ordered.

```
Is this correct?: Y// <RET> ES


   Tubefeeding ordered for NFSpatient,Ten...
```

PT Recurring Meal Plan Expiration List

This option displays a list of meal plans expiring for selected outpatient location.

Example: Recurring Meal Plan Expiration List

     1.   Select Recurring Meal Plan Expiration List option

     2.   Select Outpatient Ordering Location

Type the appropriate outpatient clinic location, or enter "?" for a list of locations to choose. If question is skipped, the option will exit.

     3.   Type the date the Recurring Meal Plans expires

The default date for which meals will expire by is displayed for the selected nutrition location. This default date comes from the NUMBER OF DAYS FOR REVIEW field defined for that nutrition location.
Accept the default date or enter "T" for today's date or enter a future date that is before the default date.

     4.   Select Device

Return for "HOME" default device, or enter a device name to print the Meal Plan Expiration Date information.

```
              OUTPATIENT LOCATION: DIGESTIVE HEALTH CLINIC

   NFSpatient,Ten   RECURRING DIET ORDER EXPIRES ON: Nov 12, 2004
                          Ordering    Service
      Date/Time           Location    Point        Meal      Diet Ordered
      ==================  =========   =========    ====      ============
      Nov 12, 2004        DIGESTIVE   REMOTE CA     N         LOW CALORIE
```

RM Recurring Meals List by Location

This option allows the user to display a list of all recurring meals within the selected timeframe, which can be displayed by location or ALL.
```
Select Outpatient Meals Option: RM  Recurring Meals Menu


   OD     Order/Edit Outpatient Meals
   EL     Early/Late Tray
   RO     Review Outpatient Meal
   PP     Patient Profile
   CM     Cancel Outpatient Meal
   AO     Additional Orders
   TF     Tubefeeding
   PT     Recurring Meal Plan Expiration List
   RM     Recurring Meals List by Location
   IP     Outpatient Isolation/Precaution
   CA     Cancel Additional Order
   CE     Cancel Early/Late Tray
   CT     Cancel Tubefeeding
```

```
Select Recurring Meals Menu Option: RM  Recurring Meals List by Location
```

```
                        R E C U R R I N G   M E A L S   L I S T


Print by LOCATION or ALL: LOCATION


Select Outpatient Ordering Location: SBK OUTPATIENT1


Select Start Date: JUN 23, 2005// T-365


Response must not precede 6/23/2005. ⬅===========


Select Start Date: JUN 23, 2005// JUN 23, 2005


Select End Date: JUN 23, 2005// T+30  JUL 23, 2005


DEVICE: HOME//   TELNET PORT
```

```
                       R E C U R R I N G   M E A L   L I S T


    LOCATION: DIALYSIS


Date        Patient Name        Meal  Service Point   Diet Ordered
Status
========    ==================  ====  =============   ==================
======
25-May-05   KIRK,JAMES T          N   DINING ROOM     LOW SODIUM
26-May-05   KIRK,JAMES T          N   DINING ROOM     LOW SODIUM
27-May-05   KIRK,JAMES T          N   DINING ROOM     LOW SODIUM
 1-Jun-05   KIRK,JAMES T          N   DINING ROOM     LOW SODIUM
 2-Jun-05   KIRK,JAMES T          N   DINING ROOM     LOW SODIUM
 3-Jun-05   KIRK,JAMES T          N   DINING ROOM     LOW SODIUM
```

IP Outpatient Isolation/Precaution List

This option allows Outpatients with recurring meals be placed on an Isolation/Precaution. This option allows the user to select a patient and enter/edit an isolation/precaution for that patient.

Example: Enter Isolation/Precaution

1. Select Outpatient Isolation/Precaution List option

2. Select Patient

Type patient's name and/or social security number (SSN).

3. Confirm Patient

Type "Y" to confirm correct patient, or type "N" to exit the option.

4. Type Isolation/Precaution type name.

Select default or enter appropriate information. Enter (?) for a list of Isolation/Precaution type name.

```
ISOLATION/PRECAUTION (OUTPT): RESPIRATORY// PROTECTIVE
```

CA Cancel Additional Order

This option is used to cancel existing outpatient additional orders.

Example: Cancel Additional Order

1. Select Cancel Additional Order option

2. Select Patient Name

Type patient's name and/or social security number (SSN).

3. Select Start Date

Enter "T" for today's date or a future date for meals to start.

```
                    R E C U R R I N G   M E A L   D I S P L A Y

   OUTPATIENT NAME: NFSpatient,Ten   000-00-9999                      M Age 59

                        Ordering    Service
   #   Date/Time        Location    Point      Meal Bag  Diet Ordered  Status

  ===  ==================  ==========  ==========  ==== ===  ============  ======

   1   Fri - Nov 05, 2004  DIGESTIVE   REMOTE CA    B    N   LOW CALORIE
         Additional Orders: STRAWBERRIES
   2   Fri - Nov 05, 2004  RADIOLOGY   REMOTE CA    N    N   LOW CALORIE
   3   Mon - Nov 08, 2004  DIGESTIVE   REMOTE CA    N    Y   LOW CALORIE
   4   Wed - Nov 10, 2004  DIGESTIVE   REMOTE CA    N    Y   LOW CALORIE
```

```
  5    Thu - Nov 11, 2004  DIGESTIVE   REMOTE CA    B    N    LOW CALORIE
         Additional Orders: STRAWBERRIES
  6    Thu - Nov 11, 2004  DIGESTIVE   REMOTE CA    E    N    LOW CALORIE
  7    Fri - Nov 12, 2004  DIGESTIVE   REMOTE CA    B    N    LOW CALORIE
  8    Fri - Nov 12, 2004  DIGESTIVE   REMOTE CA    N    Y    LOW CALORIE
         Additional Orders: STRAWBERRIES                                   C
  9    Thu - Nov 18, 2004  DIGESTIVE   REMOTE CA    B    N    LOW CALORIE
 10    Thu - Nov 18, 2004  DIGESTIVE   REMOTE CA    E    N    LOW CALORIE
 11    Thu - Dec 02, 2004  DIGESTIVE   REMOTE CA    E    N    LOW CALORIE
         Tubefeeding:
           SUSTACAL PLUS  Strength: 1/2  Quantity: 2000 KCAL per Day
         Total ML's: 2667  Total KCALS/DAY: 2001
         Comment: Please give Sally the supplements for the patient.
 12    Fri - Dec 03, 2004  DIGESTIVE   REMOTE CA    B    N    LOW CALORIE    C
```

4.   Select Additional Order to cancel.

Select the number corresponding to the early/late tray or "A" for all.

```
Cancel which Additional Order (or ALL)?: 8
```

5.   Confirm Meal

Enter **<RET>** (Yes) or enter "N" the system will exit option. The screen will refresh and a C will display for the meal selected to be cancelled.

```
Are you sure? Y// <RET> ES  ... done
```

CE Cancel Early/Late Tray

This option cancels an existing outpatient early/late tray

Example: Cancel Early/Late Tray

This option allows the cancellation of early/late trays ordered.

1.   Select Cancel Early/Late Tray

2.   Select Patient

Type patient's name and/or social security number (SSN).

3.   Confirm Patient

Type "Y" to confirm correct patient, or type "N" to exit the option.

4.   Select Start Date

Select "T" for today's date for a list of Requested Recurring Meals for specific patient.

```
                 R E C U R R I N G   M E A L   D I S P L A Y

   OUTPATIENT NAME: NFSpatient,Ten   000-00-8346                  M Age 59


                       Ordering   Service
   #   Date/Time       Location   Point      Meal Bag  Diet Ordered  Status
  ===  ================  =========  =========  ==== ===  ============  =====
   1   Tue - Jan 11, 2005  DIALYSIS   DINING RO   N    N    LOW SODIUM
   2   Wed - Jan 12, 2005  DIALYSIS   DINING RO   N    N    LOW SODIUM
         Additional Orders: Tubefeeding                                   C
```

```
   3    Thu - Jan 13, 2005  DIALYSIS     DINING RO    N     N     LOW SODIUM
         Early/Late Tray Time: 3:40P   Bagged Meal: Y                          C
   4    Sat - Jan 15, 2005  DIALYSIS     DINING RO    N     N     LOW SODIUM
   5    Tue - Jan 18, 2005  DIALYSIS     DINING RO    N     N     LOW SODIUM
   6    Wed - Jan 19, 2005  DIALYSIS     DINING RO    N     N     LOW SODIUM
         Early/Late Tray Time: 11:30A   Bagged Meal: N
   7    Thu - Jan 20, 2005  DIALYSIS     DINING RO    N     N     LOW SODIUM
         Additional Orders: strawberries                                       C
   8    Sat - Jan 22, 2005  DIALYSIS     DINING RO    N     N     LOW SODIUM
   9    Tue - Jan 25, 2005  DIALYSIS     DINING RO    N     N     LOW SODIUM
  10    Wed - Jan 26, 2005  DIALYSIS     DINING RO    N     N     LOW SODIUM
```

5.   Select Early/Late Tray Order to Cancel

Select the number corresponding to the early/late try or "A" for all.

```
Cancel which Early/Late Tray (or ALL)?: 6
```

6.   Confirm Meal

Enter <**RET**> (Yes) or enter "N" the system will exit option..

```
Are you sure? Y// <RET> ES  ... done
```

CT Cancel Tube Feeding

This option allows the cancellation of tube feedings ordered.

Example: Cancel Tube Feeding

1.   Select Cancel Tube feeding option

2.   Select Patient

Type patient's name and/or social security number (SSN).

3.   Select Start Date

Select "T" for today's date for a list of Requested Recurring Meals for specific patient.

```
               R E C U R R I N G   M E A L   D I S P L A Y

  OUTPATIENT NAME: NFSpatient,Thirteen    000-00-9999             M Age 69

                     Ordering    Service
  #   Date/Time      Location    Point      Meal Bag  Diet Ordered  Status
 ===  ================== ==========  ==========  ==== ===  ============  ======

  1   Fri - Nov 05, 2004  DIGESTIVE   REMOTE CA    B    N    LOW CALORIE
  2   Fri - Nov 05, 2004  RADIOLOGY   REMOTE CA    N    N    LOW CALORIE
  3   Mon - Nov 08, 2004  DIGESTIVE   REMOTE CA    N    Y    LOW CALORIE
      Additional Orders: STRAWBERRIES
  4   Thu - Nov 11, 2004  DIGESTIVE   REMOTE CA    E    N    LOW CALORIE
  5   Fri - Nov 12, 2004  DIGESTIVE   REMOTE CA    B    N    LOW CALORIE
  6   Fri - Nov 12, 2004  DIGESTIVE   REMOTE CA    N    Y    LOW CALORIE
      Additional Orders: STRAWBERRIES                                      C
  7   Thu - Nov 18, 2004  DIGESTIVE   REMOTE CA    B    N    LOW CALORIE
  8   Thu - Nov 18, 2004  DIGESTIVE   REMOTE CA    E    N    LOW CALORIE
  9   Thu - Dec 02, 2004  DIGESTIVE   REMOTE CA    B    N    LOW CALORIE    C
 10   Thu - Dec 02, 2004  DIGESTIVE   REMOTE CA    E    N    LOW CALORIE
      Tubefeeding:
        SUSTACAL PLUS  Strength: 1/2  Quantity: 2000 KCAL per Day
```

```
        Total ML's: 2667  Total KCALS/DAY: 2001
        Comment: Please give Sally the supplements for the patient.
 11   Fri - Dec 03, 2004  DIGESTIVE   REMOTE CA   B   N   LOW CALORIE   C
```

4.   Select tube feeding to cancel

Select the number corresponding to the patient (s) to cancel the tube feeding or "A" for all.

```
Cancel which Tubefeeding (or ALL)?: 10
```

5.   Confirm tube feeding

Enter <**RET**> (Yes) or enter "N" the system will exit option. The screen will refresh and a C will display for the tube feeding selected to be cancelled.

```
Are you sure? Y// <RET> ES  ... done
```

GM Guest Meal Menu

This menu allows the ordering of a meal for one of the five basic classifications for individuals needing a meal. The five classifications are as follows: Gratuitous, Paid, Employee, Volunteer, and OOD. Each individual class will be defined by site, meal, and dollar amount.

GM Request a Meal

This option allows you to order an outpatient meal for individuals categorized in one of the five listed classifications and be added to the N&FS meal list.

Example: Request a Meal

1. Select Request a Meal option

2. Select Patient

Type patient's name and/or social security number (SSN).

3. Select Classification

Enter the appropriate guest classification, (Gratuitous, Paid, Employee, Volunteer, or Officer of the Day (OOD) if you skip this prompt, you will exit the option.

4. Select Outpatient Ordering Location

Type the appropriate outpatient clinic location, or enter "?" for a list of locations to choose. If question is skipped, the option will exit.

5. Select Meal

Enter Breakfast, Noon or Evening or (B, N, E) for requesting a mealtime, if you skip this prompt, you will exit the option.

6. If populated, the payment amount will display for the classification type for that meal.

```
Payment amount = $4.99
```

7. Confirm Request

Type "Y" for yes to confirm, or enter "N" to exit option.
The following message is displayed:

```
   Guest meal ordered for NSFpatient,Ten...
```

PT Print Guest Meal List

This option provides a printed list of requested Guest Meals by Date, Patient Name, Meal, Class, and Location.

Example: Printing a Guest Meal List

1.   Select Print Guest Meal List option

2.   Select Start Date

Type "T" for today's date for a list of Guest Meal List for today or enter the beginning date of the report.

3.   Select End Date

Type "T" for today's date for a list of Requested Special Meals for today or enter the ending date of the report.

4.   Sort by Location or Print All?

Select L or accept the default A to print all locations.

5.   Enter a location name or question mark (?) to choose from a list of locations.

6.   Select Device

Return for "HOME" default device, or enter a device name to print list.

```
        Name                      Date          Location   Meal  Class      Charge
  =========================   ============   ==========   ====  =========   ======
  NFSpatient, Twelve           Nov 05, 2004   DIALYSIS    B     PAID         4.99
```

Glossary

Term or Acronym	Description
ADPAC	Automated Data Processing Application Coordinator
Alert Message	One line of text that is displayed to the user
API	Application Programmer Interface
CPRS	Computerized Patient Record System
DFN	File Number—the local/facility patient record number (patient file internal entry number)
FDA	Food and Drug Administration
GUI	Graphical User Interface
HL7	Health Level 7
ICD-9	International Classification of Diseases, version 9 A numeric code used for identifying patient diagnoses associated with inpatient and outpatient care.
ICN	Integration Control Number, or national VA patient record number
IMG	Information Management Group
HSD&D	Health System Design and Development
IRM	Information Resource Management
KIDS	Kernel Installation and Distribution System
NNAB	National Nutrition Advisory Board
ODD	Officer of the Day
OINT	Office of Information National Training and Education Office
PCE	Patient Care Encounter
PMO	Project Management Office

Term or Acronym	Description
PTF	Patient Treatment File—refers to the VistA Inpatient File in the Local Registry Report, under "Reason Added"
SI	System Implementation
VA	Department of Veteran Affairs
VERA	Veterans Equitable Resource Allocation
VHA	Veterans Health Administration
VISN	Veterans Integrated Service Networks
VistA	Veterans Health Information System and Technology Architecture
WOC	Without Compensation